

**Second meeting of the Executive Committee of the Warsaw International
Mechanism for Loss and Damage associated with Climate Change Impacts
Bonn, Germany, 2–5 February 2016**

Agenda and annotations

Note by the co-chairs

I. Agenda

1. Opening of the meeting.
2. Organizational matters:
 - (a) Adoption of the agenda;
 - (b) Organization of the work of the meeting.
3. Update on the engagement of the members in external activities.
4. The two-year workplan of the Executive Committee and the delivery of activities.
 - (a) Updates on progress in relation to:
 - (i) Action Area 1, activity (a);
 - (ii) Action Area 3, activity (a);
 - (iii) Action Area 7, activities (c) and (e);
 - (iv) Action Area 5, activity (a);
 - (v) Action Area 6, activity (a);
 - (vi) Action Area 7, activity (d).
 - (b) Updates on intersessional e-brainstorming in relation to:
 - (i) Action Area 4, activity (a);
 - (ii) Action Area 3, activity (b) and Action Area 8, activity (b).
 - (c) Updates on any other work undertaken intersessionally.
 - (d) Review of Action Areas.
 - (e) Specific work to be undertaken in the first half of 2016.
5. Consideration of any relevant requests arising from COP 21.
6. Arrangements for the operationalization of the Mechanism.
7. Arrangements for the meetings in 2016.
8. Any other matters.
9. Closure of the meeting.



II. Annotations to the agenda

1. Opening of the meeting

1. The co-chairs of the Executive Committee of the Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts (Excom), Ms. Pepetua Election Latasi and Ms. Shereen D'Souza, will open the 2nd meeting of the Excom (Excom 2) on 2 February 2016.

2. Organizational matters

(a) Adoption of the agenda

2. The provisional agenda for Excom 2 will be presented for adoption.

Excom/2016/2/1	Provisional agenda and annotations for the second meeting of the Executive Committee
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(b) Organization of the work of the meeting

3. Excom 2 will open at 14:00 on 2 February 2016 in Bonn, Germany. An initial schedule of the work will be communicated to the Excom members prior to the meeting. In order to best address the heavy work load, the co-chairs propose that all items will initially be addressed in plenary. Items that the Excom cannot conclude immediately will be considered in subsequent discussions, including in a parallel working groups setting, and will be concluded later in plenary.
4. With a view to increasing efficiency of the work of the Excom during the meeting, members are kindly requested, to the best extent possible, to share comments and suggestions on the matters included in the provisional agenda prior to the meeting.
5. Observers will be welcome throughout the meeting, including during the informal discussions on the implementation of the workplan.

3. Update on the engagement of the members in external activities

6. In executing the elements of the workplan, the Excom is, as referred to in Action Area (AA) 8 of the workplan, to complement, draw upon the work of and involve, as appropriate, existing bodies and expert groups under the Convention, as well as relevant organizations and expert bodies outside the Convention at all levels.
7. During the intersessional period, the Excom was represented at the following events: workshop on potential ways to enhance capacity-building activities, held on 17 October 2015¹; discussion on item 4 (SCF Forum) of the 11th meeting of the Standing Committee on Finance (SCF), held on 26 September 2015²; and a stakeholder discussion on the 2016 SCF Forum, held on 10 December 2015. The relevant information, including speaking points prepared where applicable, are available on the Excom Collaboration Space.

4. The two-year workplan of the Executive Committee and the delivery of activities

(a) Updates on progress in relation to: AA 1(a), AA 3(a), AA 7(c) and (e); AA 5(a), AA 6(a), AA 7(d)

8. Excom 1 (24–26 September 2015) requested the secretariat to initiate the implementation of AA 1(a), AA 3(a) and AA 7(c) and (e) in accordance with the deliberations of these activities. All activities have been initialized accordingly. Table 1 below provides the information on the steps taken and current status of these activities.

¹ For further information on the workshop, see <<http://unfccc.int/9162.php>>.

² For further information on the 11th meeting of the SCF, see <<http://unfccc.int/6881.php>>.

Table 1: Summary of the steps taken and current status in relation to AA 1(a), AA 3(a), AA 7(c) and (e)

Activity	Action take at Excom 1	Initial steps taken	Outcomes	Subsequent steps
AA 1(a)	Parameters for taking initial steps agreed	Invitations sent on 14 Oct 2015 to: AC, LEG, TEC, CGE, SCF	Acknowledgement of receipt received by: <ul style="list-style-type: none"> • AC: to define specific actions at A9 (1–3 Mar 2016); • CGE: to include on the agenda of CGE16 (Feb 2016); • SCF: to take it up when finalizing their workplan for 2016–17 at SCF12 (Mar 2016); • TEC: to take it up at TEC12 (4–6 Apr 2016) when considering its rolling workplan for 2016–18. 	
AA 3(a)		Initial mapping undertaken	The following outputs made available: <ul style="list-style-type: none"> • Compilation of data in an Excel-format (available at the Excom Collaboration Space); • An Online database*; • Draft synopsis of the mapping results. 	Excom 2 to consider the document Excom/2016/2/2
AA 7 (c)&(e)	<ul style="list-style-type: none"> • A telecon held with SCF; • Parameters for taking initial steps agreed. 	Invitation sent on 14 Oct 2015 to SCF, in combination with that under AA 1(a)	SCF agreed to: <ul style="list-style-type: none"> • Include information in its biennial report; • Dedicate its 2016 Forum on financial instruments that address loss and damage. 	<ul style="list-style-type: none"> • Excom invited to present at SCF 11 (26–28 Oct 2015); • Four members attended an event held by the SCF Forum TF during COP 21 to consult stakeholders of the Forum; • Excom received a call for inputs by SCF (15 Jan 2016).

* The database may not be online in time for the publication of this document but an initial version will be available prior to Excom 2.

9. In addition, Excom 1 initiated discussion in relation to AA 5(a), AA 6(a), and AA 7(d), and agreed to continue to work intersessionally. Table 2 below provides the information on the steps taken and current status of these activities.

Table 2: Summary of the steps taken and current status in relation to AA5 (a), AA 6(a), and AA 7(d)

Activity	Action take at Excom 1	Initial steps taken	Outcomes	Subsequent steps
AA 5(a)	Considered and agreed to finalize intersessionally the guidelines for initial action	Co-chairs' proposal for guidelines sent to the members for feedback on 18 Dec 2015 with the deadline 15 Jan 2016	Six sets of feedback received in the period 7–20 Jan 2016	<ul style="list-style-type: none"> Co-chairs prepared a draft invitation and a summary of further discussion points, taking into account the draft guideline and feedback received; Excom 2 to finalize the invitation.
AA 6(a)			Four sets of feedback received in the period 15–18 Jan 2016	<ul style="list-style-type: none"> Co-chairs prepared a draft invitation and a summary of further discussion points, taking into account the draft guideline and feedback received; Excom 2 to finalize the invitation.
AA 7(d)				<ul style="list-style-type: none"> Co-chairs prepared a draft call for submissions and a summary of further discussion points, taking into account the draft guideline and feedback received; Excom 2 to finalize the draft call for submissions.

Action

10. Excom is invited to:

- (a) In relation to AA 3(a), consider the background document Excom/2016/2/2 with a view to agreeing on further work on the mapping exercise, identifying ways in which the mapping results can serve as input for further work under this Action Area, and take any decision thereon as appropriate;
- (b) In relation to AA 5(a), consider views expressed on the co-chairs' proposal with a view to finalizing the guideline;
- (c) In relation to AA 6(a), consider a draft invitation developed in accordance with the proposal by the co-chairs, with a view to finalizing it;
- (d) In relation to AA 7(c), consider the request by the SCF to provide relevant inputs for the SCF Forum, with a view to developing a set of inputs in response;
- (e) In relation to AA 7(d), consider a draft call for submissions, developed in accordance with the proposals by the co-chairs, with a view to finalizing it.

Excom/2016/2/2	Background document for AA 3(a)
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Reference 1 ³	Compilation of relevant documents for AA 5(a)
Reference 2	Compilation of relevant documents for AA 6(a)
Reference 3	Compilation of relevant documents for AA 7(c) and (e)
Reference 4	Compilation of relevant documents for AA 7(d)

(b) Updates on intersessional e-brainstorming in relation to: AA 4(a), AA 3(b) and AA 8(b)

11. Excom 1 initiated discussion in relation to these activities, and agreed to continue its consideration through an e-brainstorming intersessionally, led by co-chairs and two designated members. The co-chairs posed three questions related to AA 4(a) on 18 December 2015 with the deadline for response by 22 January 2016, and key points for consideration related to AA 3(b) and AA 8(b) were shared with members on 18 January

³ Reference material will be made available in hard copies at the meeting.

2016 with the deadline for response by 29 January 2016.

Action

12. Excom will be invited to review inputs received for AA 4(a), AA 3(b) and AA 8(b), and consider ways forward on these activities in conjunction with its consideration on agenda item 4 (d).

Reference 5	Compilation of relevant documents for AA 4(a)
Reference 6	Compilation of relevant documents for AA 3(b) and AA 8(b)

(c) Updates on any other work undertaken intersessionally

13. Excom members who have undertaken any other work during the intersessional period will be invited to report on their work.

(d) Review of Action Areas

Background

14. Excom 1 initiated its consideration on the implementation of its initial two-year workplan and the delivery of activities. Annex 2 of the summary note from the meeting⁴ contains an overview of the general observations by the members on the strategic implementation of the two-year workplan given the tight timeframe for implementation, and the views expressed on potential linkages among Action Areas, including possible synergies across activities.
15. Observers were also invited to provide, in writing, their views on potential synergies with ongoing work and their possible contribution to the implementation of the workplan.⁵
16. Excom 1 agreed on plans of initial action on the activities mentioned in item 4 (a) and (b) of the provisional agenda. It also agreed to continue the consideration on the implementation of the workplan at its next meeting.

Action

17. The Excom will be invited to continue its consideration on the implementation of the Action Areas and activities, taking into account indicative timeframes of each activity, with a view to agreeing on a strategy for delivering all the expected results as contained in its initial workplan.

FCCC/SB/2014/4, Annex II	Initial two-year workplan of the Excom in accordance with decisions 3/CP.18 and 2/CP.19
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Reference 7	Summary of interventions, at Excom 1, on the Action Areas of the two-year workplan
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(e) Specific work to be undertaken in the first half of 2016

18. Taking into account deliberations on agenda item 4 (c) above, the timeframe to deliver expected results as agreed by COP 20 (two-year period: 2015–2016) as well as indicative timeframe for each activities, and a mandated review by the COP at its 22nd session (November 2016) of the Warsaw International Mechanism, including its structure, mandate and effectiveness, the Excom will be invited to consider immediate work to be undertaken, with a view to agreeing on plans of action thereon.

5. Consideration of any relevant requests arising from COP 21

19. COP 21, by its decision 1/CP.21, requested the Excom to establish:

⁴ The summary note is available at the Excom Collaboration Space <<https://process.unfccc.int/sites/ECP/Documents%20shared%20during%20the%20meeting/Summary%20of%20meeting.pdf>>.

⁵ Seven sets of written inputs provided by observers are available on the Excom 1 webpage <<http://unfccc.int/9283.php>>.

- (a) A clearinghouse for risk transfer that serves as a repository for information on insurance and risk transfer, in order to facilitate the efforts of Parties to develop and implement comprehensive risk management strategies;
- (b) A task force to complement, draw upon the work of and involve, as appropriate, existing bodies and expert groups under the Convention including the Adaptation Committee and the Least Developed Countries Expert Group, as well as relevant organizations and expert bodies outside the Convention, to develop recommendations for integrated approaches to avert, minimize and address displacement related to the adverse impacts of climate change.

Action

20. The Excom will be invited to consider these requests, and take any decisions thereon.

Decision 1/CP.21, Paragraphs 48–52	COP 21 Decision on loss and damage
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6. Arrangements for the operationalization of the Mechanism

Background

- 21. At Excom 1, the following issues were put forward for consideration under this item: financing the work of the Excom; establishing groups/panels with reference to paragraph 8 of decision 2/CP.20; modalities of work; availability of resources at the secretariat to support the implementation of the workplan of the Excom; ways to capture elements relevant to Action Area 9; and arrangements for working intersessionally.
- 22. Due to time constraint at Excom 1, only preliminary exchange of views on this item was possible, and the Excom agreed to include this item on the provisional agenda of its next meeting, and continue its consideration at its next meeting.

Action

23. The Excom will be invited to exchange views on the arrangements for the operationalization of the Mechanism, and to take any decisions thereon.

7. Arrangements for the meetings in 2016

Background

24. The COP, by decision 2/CP.20, decided that the Excom shall meet at least twice per year, while retaining its flexibility to adjust the number of meetings, as appropriate. Noting the late timing of the 1st meeting, Excom 1 planned to schedule the 2nd meeting during the first quarter of 2016, and to hold at least three meetings in the course of 2016.⁶

Action

25. The Excom will be invited to consider and agree on the dates and venue(s) of its meetings in 2016, taking into consideration potential timing of the SCF Forum which will be held in accordance with the request by the Excom in the context of AA 7(e), and the dates of COP 22 where the annual report of the Excom will be presented for the consideration by the COP.

8. Any other matters

26. Any other matters arising during the meeting will be taken up under this item.

9. Closure of the meeting

27. Excom 2 is scheduled to be closed on Friday 5 February 2016, at 14:00.

⁶ Decision 2/CP.21, paragraph 6.